



UNITED STATES

CONSULAR PROCESSING AND INTERNATIONAL TRAVEL TIPS

PLEASE EMAIL YOUR I-94 RECORD AND VISA STAMP TO
MELTZER HELLRUNG UPON YOUR ENTRY INTO THE UNITED STATES



MELTZER HELLRUNG
IMMIGRATION SOLUTIONS

CONSULAR PROCESSING AND INTERNATIONAL TRAVEL TIPS

A visa provides you permission to enter the United States. A visa does not give you work authorization and it does not guarantee that you will enter the United States. The visa provides you authorization to travel to and enter the United States. However, the Customs and Border Protection Officers always have the final say on whether you can enter and for how long you can stay.

The consulate or embassy that you will visit to get a visa stamp in your passport is operated by the United States Department of State. You can find a complete list of all consulates and embassies at usembassy.gov. Please note that each consulate has a unique procedure and you should consult the website for that consulate in addition to these instructions.

Please note that Canadian Citizens do not require visa stamps to enter the U.S. (unless entering in E-2 status). Citizens of all other countries require visa stamps issued at a U.S. consulate or embassy in order to enter the U.S.

1 Which consulate should I attend to get a visa stamp?

It is best to attend a consulate in the country you are a citizen of; especially if this is the first time you are getting a visa stamp in this visa category. However, you can attend any consulate in the world that will accept appointments for third-country nationals to get a visa stamp.



Please note that for subsequent visas, many consulates offer dropbox services. Please visit the specific consulate's website or contact your designated Meltzer Hellrung attorney for more information on eligibility.

2 What documents should I bring with me to the consular appointment?



YOU SHOULD BRING THE FOLLOWING DOCUMENTS:

- Your passport
- Prior passports with prior U.S. visa stamps, if any and available
- I-797 approval notice
- Copy of your USCIS petition
You should bring a copy of an RFE response, if one was submitted
- If you are already working for the company in the U.S., please bring your two most recent pay stubs
- If you have not started working for the company in the U.S. please bring a letter from your employer verifying your employment
- DS-160 confirmation
- Evidence of payment of applicable fees to the consulate

3 Can my spouse and children under 21 years of age attend the same interview as me?



Yes, but each member of your family will need a separate DS-160 and payment of consular fees.

4 What documents do my dependents need to bring to the consular interview?



IF YOU AND YOUR DEPENDENTS ARE GOING TO THE CONSULATE TOGETHER, EACH PERSON SHOULD BRING THE FOLLOWING:

- Passport
- Prior passports with prior U.S. visa stamps, if any and available
- Children under 21 years of age: birth certificates
- Spouse: marriage certificate

IF YOUR DEPENDENTS WILL INTERVIEW AT A DIFFERENT TIME THAN YOU, THEY SHOULD BRING THE ABOVE LISTED DOCUMENTS PLUS THE FOLLOWING ADDITIONAL DOCUMENTS:

- Copy of your passport
- Copy of your I-797 notice of action (approval notice)
- Copy of your visa stamp
- Copy of your I-94, if you are currently in the United States
- Copies of your two most recent pay stubs, if you are currently in the U.S., or an employment verification letter

5 Do you have any tips for the consular interview?



PLEASE KEEP THE FOLLOWING IN MIND FOR YOUR INTERVIEW:

- ⇒ Your DS-160 should be consistent with what was written in your USCIS petition
- ⇒ You should be familiar with what was written about your job in the USCIS petition
For third party client placements, you should be prepared to discuss how your employer maintains the control over your work product, including supervisor information, frequency of check-ins, method of following up, etc.
- ⇒ You should dress business casual for your interview
- ⇒ Show up to your interview 10-15 minutes early
- ⇒ Have all of your documents on hand at the time of the interview

6 Does Meltzer Hellrung LLC offer any services to help me prepare for the consular processing?



Yes, we offer an additional service to prepare consular processing packets, including completion of the DS-160. If you would like our assistance with this process, please follow up with us.

7 Are there any additional reasons I should reach out to Meltzer Hellrung LLC before going to the consulate?



YES, WE STRONGLY RECOMMEND THAT YOU HAVE A CONVERSATION WITH US BEFORE APPLYING IF YOU FALL UNDER ANY OF THE FOLLOWING CATEGORIES:

- ⇒ You have a criminal record
- ⇒ You have previously been denied a visa at the consulate
- ⇒ The circumstances of your job offer have changed substantially since the visa petition was originally submitted to USCIS

8 How should I dress for my consular interview?

We recommend wearing business casual attire to your interview. At the interview, it is important that you appear calm and confident. Be sure to familiarize yourself with the visa category you are applying under and be prepared to discuss the job duties described in your letter of support.



9 What should I do if I receive a 221(g) form from the consulate/embassy?

Please reach out to your Meltzer Hellrung LLC attorney and provide a copy of the 221(g) form. We can then review what additional documentation is required, so that we can determine the next best steps for your visa application.



10 What should I do if my visa application is denied?

If your application is denied, we recommend that you request documentation from the officer regarding the reason for denial. Contact your Meltzer Hellrung attorney immediately and forward any documentation which is provided to you to your Meltzer Hellrung attorney so that we may assess what next steps are required in your situation.



INTERNATIONAL TRAVEL TIPS

1 What will happen once my visa is issued?

Once approved, the consulate will take your passport to put the visa stamp into the passport. The consulate will then return the passport via the selected delivery method.



2 When entering the U.S. individuals on employment visas should carry the following documentation:



- Current passport with at least six months of validity
- Passport with current visa stamp, if this is not the same passport as your current passport
- I-797 notice, if applicable
- Two most recent pay stubs or employment verification letter from employer

DEPENDENTS SHOULD CARRY THE FOLLOWING DOCUMENTATION:

- Current passport with at least six months of validity
- Passport with current visa stamp, if this is not the same passport as your current passport
- I-797 notice, if applicable
- Primary applicant's I-94, if already in the US
- Primary applicant's two most recent pay stubs or employment verification letter from employer

3 Once you enter the U.S. be sure to retrieve your I-94 record.

Once you enter the U.S. be sure to retrieve your I-94 record here: tinyurl.com/record-I-94, to ensure that your I-94 was issued for the requested validity period. Please forward this record to Meltzer Hellrung upon entry.



4 Why is my I-94 expiration date prior to my approval notice end date?



CBP officers typically issue I-94 dates in line with the expiration of your passport. If your passport will be expiring soon, we recommend renewing your passport prior to re-entry to the U.S. so as to ensure your I-94 is issued for the maximum duration. If you receive a shortened I-94 not related to an expiring passport, please reach out to your Meltzer Hellrung LLC attorney so that we can determine the best method of correction. Typically, you will need to reach out to deferred inspection at the entry location: [cbp.gov/contact/ports/deferred-inspection-sites](https://www.cbp.gov/contact/ports/deferred-inspection-sites).

If you have any questions at all, please do not hesitate to contact us.